

**DIRECTOR'S ANNUAL
VOCATIONAL CLASS FULL TIME EQUIVALENT AVERAGE DAILY MEMBERSHIP REPORT
BY SCHOOL AND DISTRICT**

Note: Tennessee Technology Centers managed by the Tennessee Board of Regents - If a student is to receive credit toward graduation for the class(es) taken at these centers, this class time should be accounted for in the student's schedule. For the Technology Center, use District = 999 and School = 0005. Special course codes have been assigned for scheduling. The FTEADM should NOT be subtracted in column 6.

If the student will not be receiving credit toward graduation for the class(es) taken at these centers, this class time cannot be included in the schedule and the student must be reported as a partial student.

Column 1: Special Education Options 7, 8, 9 (Grade ' N')

- Option 7, 8, and 9 students must be reported in this column.
- These students are counted for attendance accounting the same way any other vocational education student is counted, i.e., on a Full Time Equivalent Average Daily Membership.
- Special education students served under options 7-9 are those who take vocational classes above the **23.5 hours** of special education services.

Column 2: Grade 7-8 FTEADM

- Family and Consumer Science, and Technology Education are the only vocational classifications funded for 7th and 8th graders.

Column 6:

- The FTEADM **received from another district** in a center operated by this district is **added**. The FTEADM the district sends **to a vocational program operated by someone else** is **subtracted**. Districts sending and receiving students from other district vocational centers should have the same FTEADM for the students.

Partial Student FTEADM

If a student in grades 7 - 12 is scheduled to attend school, or a school-based program such as Co-op (up to 2 hours) for only a portion of the school day, the student's FTEADM must reflect only the portion of the school day the student is enrolled. For example, a student enrolled in classes for half of the school day will be counted as 0.5000 FTEADM.

- **Refer to the Student Membership and Attendance Accountability Manual for further definitions and general reporting requirements.**

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VOCATIONAL CLASS FULL TIME EQUIVALENT AVERAGE DAILY *MEMBERSHIP*
BY SCHOOL AND DISTRICT**

District _____ District No. _____ Prepared By _____ Phone () _____ - _____
 School _____ School No. _____
**Name of Districts Receiving Students (Column 6) _____*

CLASSIFICATION	(1) Grade 'N' Special Ed. Option 7, 8, 9 FTEADM (Note 1)	(2) Grades 7-8 FTEADM	(3) Grade 9 FTEADM	(4) Grades 10-12 FTEADM	(5) Gross District FTEADM Sum of Column (1) through Column (4)	(6) + / -Other FTEADM* (Note 2 & 3)	(7) Net District FTEADM Column (5) plus or minus Column (6)
Agriculture (10 Months)							
Agriculture (12 Months)							
Family and Consumer Science							
Family and Consumer Science Occupational							
Health Science and Technology							
Trade and Industrial							
Technology Education							
Vocational Office Education							
Marketing Education							
Technology Preparation							
Other Vocational Programs							
TOTAL Vocational By Classification							

NOTE: 1. Grade 'N' (Special Ed. Option 7, 8, 9) Include only students whose vocational education classes are not part of their special education (IEP)
 2. The FTEADM *received from another district* in a center operated by you is *added*. The FTEADM which *you send* to vocational program operated by someone else is *subtracted*.
 3. FTEADM for a Tennessee Technology Center managed by the Tennessee Board of Regents should not be subtracted.